

Sangeet Natak Akademi  
New Delhi

## MEMORANDUM OF UNDERSTANDING FOR THE FINANCIAL YEAR 2023-24

Memorandum of Understanding between Ministry of Culture, Shastri Bhawan, New Delhi & The Sangeet Natak Akademi for the year 2023

1. Whereas the mandate of the Ministry of Culture is to preserve and promote all forms of art and culture and is responsible for formulation of policies of the Government in relation to Indian Art Culture and Heritage and also for the execution, monitoring and review of those policies and whereas the Sangeet Natak Akademi has the mandate/objects as indicated under Clause-3 of its Memorandum of Association.
2. The agreement, made this 6th day of December, month 2023 between the MoC, as the first party and Sangeet Natak Akademi, New Delhi an organization under the Ministry of Culture, hereinafter called the second party.

### Purpose of the MOU

To achieve the organization goals by optimum use of the funds available and proper functioning of the organization.

To achieve this, the following deliverables are required:

#### 1. Budget / Accounts

- (i) Budgetary allocation for the year 2023-24 amounting to Rs 6555 lakhs (GIA-General- Rs 3500.00, Swachta Action Plan Rs. 5.00 lakh, CCA – Rs 250.00 lakh, and 2800.00 lakh under GIA – Sal (GBS)) to Sangeet Natak Akademi for carrying out organizational work. While incurring the expenditure, requisite approval of concerned GC/EB/FC or MoC as the case may be, will have to be obtained before executive the work.
- (ii) All pending CAG audit paras and internal audit paras shall be disposed off in time bound manner.
- (iii) Final Utilization Certificate shall be submitted on completion of CAG Audit.
- (iv) Inputs for preparations of EFC/SFC in accordance with the extant guidelines/instruction of Ministry of Finance shall be submitted as per directives of MoC.
- (v) Governing Body of SNA shall review user charges/source of internal revenue generation at least once in a year; and this exercise should preferably be completed by the month of September every year.

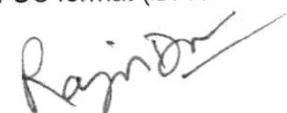
  
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सचिव/Secretary  
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- (v) SNA shall maintain data-base relating to grants, income, expenditure, investment, assets and employee strength etc. in the format prescribed by the Government.
- (vi) SNA shall designate an appropriate level officer to render financial advice whose concurrence should be obtained for sanction and incurring of expenditure.
- (vii) Performance parameters, output targets in term of details of program of work and qualitative improvement in output, along with commensurate input requirements should clearly be spelled out in the MoU. Further, the output targets, given in measurable units performance should form the basis of budgetary support extended to the SNA. The roadmap for improved performance with clear milestones should form part of the MoU.
- (viii) SNA shall account for revenue and capital expenditure separately. SNA shall maintain and present their annual accounts/final accounts in the standard prescribed format by the Government.
- (ix) While seeking grants from the Ministry, SNA shall provide the information in the prescribed format by the IFD and the Administrative Division shall process the proposal on quarterly basis indicating the month-wise proposed release amount during the quarter. However, the Administrative Division will release the concurred amount on monthly basis.
- (x) All interests or other earnings against the GIA or advances (released to SNA) shall be mandatorily remitted to CFI, immediately after finalization of the accounts. Such advances shall not be allowed to be adjusted against future release.
- (xi) SNA should take advantage of the pension or gratuity schemes or group insurance scheme or house building loan schemes or vehicle loan schemes etc. available in the market for employees instead of undertaking liability own their own or Govt. account.
- (xii) SNA shall adhere to the time schedule prescribed under Rule 237 of GFR 2017 for submission of annual accounts and annual report.
- (xiii) The Administrative Division shall encourage SNA to maximize internal resources and eventually attain self-sufficiency. To achieve this, administrative division may assign the target of internal revenue generation at least 30% of the total budget of the SNA, and accordingly the physical and financial target may be given to the SNA.
- (xiv) The actual expenditure by SNA on the activities shall be subject to the availability of fund. While incurring the expenditure, SNA shall adhere to the GFRs provision besides other instruction of the Govt issued from time to time.
- (xv) SNA shall submit UC in the prescribed format along with the reports regarding performance/targets achieved, outcome etc. in accordance with new UC format (GFR



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सचिव/Secretary

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12-A). The UC shall disclose separately the annual expenditure incurred and the funds given to suppliers of stores and assets, to construction agencies, to staff for (HBA and purchase of conveyance) which do not constitute expenditure at that stage but have been met out of Grants and are pending adjustments. These shall be treated as unutilized grant allowed to be carried forward.

- (xvi) Administrative Division in the Ministry may put in place a system of external or internal peer review of the SNA every three year or five year depending on the size of SNA in terms of GFR 339(ix) and further release of grant to SNA shall depend on the outcome of such review.

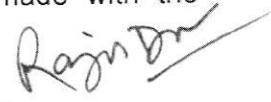
## 2. Human Resource

- (i) SNA shall review/frame its Human Resources Policy and modify the same, if required with the approval of Competent Authority.
- (ii) The SNA will initiate necessary time bound action well in advance to fill up the vacant posts following the prescribed rule.
- (iii) All DPC's will be conducted by the SNA within the stipulated time frame following the prescribed rules.
- (iv) All pending vigilance cases shall be disposed off within the stipulated time following the prescribed rules by the SNA.
- (v) Training Policy for the staff will be worked out and submitted to the Ministry of Culture by the SNA. Training of the staff of the organization will be ensured as per the staff Training Policy. For this purpose, a training calendar be designed in the beginning of the year. SNA will assess needs for skill development and create tailored training modules.
- (vi) Verification of appointments made during the last 5-10 years has to be carried out by the Akademi. This process has to be completed by the Akademi.

## 3. Legal Matters

- (i) Memorandum of Association shall be amended on the line of the High Powered Committee's (HPC's) recommendations agreed to by the Ministry, with the approval of the competent Authority/.
- (ii) By-laws of the organization shall be framed/reviewed and made requisite amendments as per the prescribed guidelines will be made with the approval of the Competent Authority.

  
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- (iii) Recruitment Rules in respect of all the posts will be framed/reviewed as per the laid down guidelines and prescribed procedures.
- (iv) SNA shall ensure timely monitoring of the court cases. All the court cases with their status will also be updated on the website of Legal Information Management & Briefing System (LIMBS). The information will be kept up to date.
- (v) SNA will utilize the online Court case monitoring software developed by NIC for regularly monitoring its ongoing Court cases during the year.
- (vi) The Akademi will take action for implementing the recommendations of the High Powered Committee which has been accepted by the Ministry of Culture.

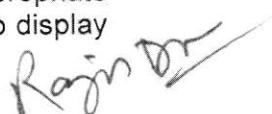
#### **4. Parliament Matters**

- (i) The Audited Accounts and Annual Report of SNA will be placed before the Parliament on time.
- (ii) Fulfillment of all pending Parliamentary Assurances will be ensured within the stipulated time frame.
- (iii) Legislative matters, if any, will be taken up for approval of Parliament within stipulated time frame.
- (iv) Recommendations/suggestions of the Parliamentary Standing Committee (PSC) and such other Parliamentary Committees, if any, will be implemented from time to time with the approval of the appropriate authorities of the SNA.

#### **5. General**

- (i) Mandatory meetings of all the Committees/Sub-Committees to be convened and conducted on time.
- (ii) The performance audit/Peer Review shall be carried out as per GFR provisions contained in chapter 9 rule (208(v). Every two years a Performance Audit should be done by reputed institutions of the activities of the Akademi. For maintaining quality in academic work, an appropriate peer review system may be put in place. The Akademi will need to display its capacity for self-introspection, it is to remain truly independent

  
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- (iii) SNA shall furnish/file mandatory returns/report on time. SNA shall also provide the report/returns as and when asked by the Ministry.
- (iv) SNA shall ensure timely disposal of RTI application and appeal. Akademi shall also furnish/upload certificate/report on RTI portal as per the extant guidelines.
- (v) For disposal of Public Grievance/complaints, SNA shall ensure that an effective grievance redressal mechanism is in place to ensure timely disposal of public grievances/complaints received through PG Portal or any other sources.
- (vi) SNA's website shall be updated, reviewed and revamped from time to time as per the Government guidelines, MoA, Rules and Regulations, Service bye-laws and Recruitment Rules and amendments thereof of the organization will also be uploaded on the website of the Organization.
- (vii) SNA shall ensure the inputs for Cabinet Memos within the prescribed time frame.
- (viii) SNA shall ensure compliance with the Rajbhasha Policy as per directives received from Ministry of Home Affairs.
- (ix) The vision document of SNA has already been submitted to the Ministry of Culture.
- (x) Swachh Bharat Campaign/Programmes as well as cleanliness drive shall be taken up by SNA and instruction/directions given by the Ministry in this regard shall be followed.
- (xi) SNA shall be active on social media like You-tube/face-book/twitter etc. After the programme is held, photographs and videos shall be uploaded immediately along with the information on the programme.
- (xii) Meeting the deadline for submission of RFD by the organizations and ensuring implementation shall be ensured by SNA.
- (xiii) SNA will implement the following e-services:  
(a) SNA will create online system for application and utilization certificates.  
(b) SNA shall create online system of Accounting.

  
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- (c) SNA will be active on the My Gov platform for inviting suggestions, ideas regarding its activities during the year.
- (xiv) Impact assessment of existing programmes/projects will be done as per MoC's guidelines.
- (xv) Governing Body of the organization shall review user charges/sources of internal revenue generation at least once a year; and this exercise should preferably be completed by the month of September every year.
- (xvi) Organisation should designate an officer of appropriate level to render financial advice whose concurrence should be obtained for sanction and incurring of expenditure . The Financial limits up to which such concurrence is mandatory may be drawn up by the organization. The Chief Executive Officer of the organization will be responsible for overall financial management of the organization.
- (xvii) Public Financial Management System (PFMS) has to be put in use by the organization and have also started TCA.

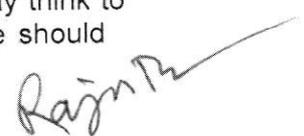
#### **6. Specific Issues related to your organization:**

At present all Akademis of Ministry are working in silos. SNA should remain in constant touch with other Akademis so as to utilize the maximum benefit of their collective resources. Their interaction should be IT based so that real time basis information can be exchanged.

Akademis should take note of the fact that same few select art forms should not be given budgetary support to the detriment of other art forms. Similarly, regional coverage must be broad based. Akademis should conduct programmes all over India unless it is not state centered.

- (i) Art forms: Akademis distribute grants and also they are the repositories of extensive research work done by scholars. Since Govt, funding is involved public should get maximum exposure of the work done by the Akademis.
- (ii) Management of Space: Akademis have extensive space in the form of auditoriums, open grounds, seminar halls etc. Optimum use of facilities should be endeavored so that common people/artists may have the access. Space which is unused by the Akademis should be used for public facility areas like café, toilets, cloak rooms etc. Public space should be towards front of buildings and office areas towards the back.
- (iii) Value addition to the Akademis: Akademis should be at the fulcrum of our cultural activities. All programmes should be given the maximum publicity so that extensive foot fall can be garnered. They may think to install interactive kiosks for young generation. Their web-site should

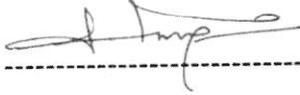
  
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have a virtual facility for promotion of Akademi's origin, role and growth of their activities. Their websites, apps and other kiosks should be monitored and measured by the site visits of netizens.

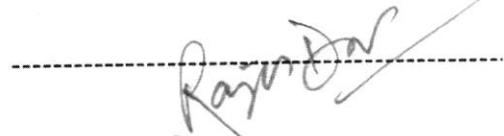
- (iv) Outreach activities: Akademi should give focus on membership and should design different types of activities to cater different type of people. They may work out a plan to bring under privileged children to the Akademi for exposure to their plays, cultural programmes and other activities. Along with annual calendar which is submitted towards beginning of the year, quarterly calendar must be reviewed and shall well in advance with the Ministry so as to ensure maximum publicity. Akademi has the repository of vast cultural activities. They may think of a collaboration with Tata Sky, Airtel and other satellite channels and content providers so that their programmes can be constantly viewed on a dedicated channel.
- (v) Marketing: All relevant public and private space should be used for marketing events. Approach new generation outfits like Spic Macay to popularize the ethos of our culture which are propagated by Akademi. To popularize the performing art forms amongst the schoolchildren, Akademi has initiated the programmes viz., Kakadharohar, Meet the artists and Yuva Kalotsav.
- (vi) Capacity Building: Encourage courses and exchange of best practices followed in other parts of the world. Engage specialized professionals for capacity building. Informal social media group or face book pages where informal interaction about programmes may also be thought of.

Signature on behalf of MOC



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Signature on behalf of the Organization



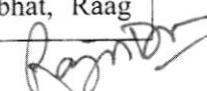
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**Target set to achieve activities during 2023-24**

Sl. No.	Activities to organize during 2023-24
1.	Special documentation of fellows and awardees
2.	Financial support to researchers and scholars
3.	To publish journals and new books on performing arts of India
4.	To identify and send entries to the Representative List of UNESCO and to organize Kalaidoscope
5.	Purchase new reference books for Library
6.	New dance-dramas on kathak dance of various ghranas
6.	Kutiyattam is the first Indian art forms enlisted in the Representative List and organize many more programmes
7.	To Support puppeteer by way of organizing puppet festival
8.	To impart training in Manipuri Music and dance
9.	To support Sattriya art forms by way of organizing festival
10.	To initiate more training programmes to preserve art forms of Music, Dance Theatre and Puppetry
11.	4 programme each in music and dance for young artists (zone-wise)
14	4 Zonal Theatre Festival for young theatre directors
15	2 senior dancers festival of choreographic work and 1 choral music festival in 3 different zones
16	15-days summer production oriented workshop for children
17.	To Support enlisted art forms enlisted by UNESCO such as Kutiyattam, Chhau, Ramlila, Vedic chanting
18.	Financial support to folk artists by way of giving platform
19.	Grant to Voluntary Cultural institution – more number of application received for the year 2022-23
20.	Financial support to Research Workers
21.	Financial support for publication of journals and books etc.
22.	Festivals of senior artists/fellows/awardees on music, dance and theatre
23.	20-25 number of programmes to be organized in collaboration with State Akademies/State Department of Culture and major Cultural organization
24.	12 monthly programmes are to be organized such as Swar Prabhat, Raag



  
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	Dopahari, Nisha Ragini
25.	Festival of music, dance, theatre, puppetry and folk art forms presenting recipient of SNA Fellowship and Awards for the year 2021
27.	Bismillah Khan YUva Puraskar
28.	To award Fellowship and Scholarship of Tagore Fellowship
29.	To renovate and refurbish Meghdoot Theatre Complex
30.	To upkeep and maintain the Rabindra Rangashala
31.	To maintain Kathak Kendra's building
32.	To organize festival, workshop, Lec-dem, Seminar on North Eastern art forms
33.	To document and organize programmes in North Eastern Art forms
34.	To Start activities in Regional Centre, Hyderabad
35.	To Upgrade and develop Website of the Akademi
36.	Financial Support for Medical treatment to Fellows / Awardees / and Senior Artists
37.	<b>Azadi Ka Amrit Mahotsava</b>
	75 programmes are to be organized under Azadi Ka Amrit Mahotsava – a series of Amrit Yuva Kalotsava
	To organize programmes in Schools in association with State Departments of Culture Local Administration
	Amrit Awards to be conferred to Senior artists of performing arts
38.	Kala Deeksha series of Training Programmes under <i>Guru-Shishya</i> Parampara
39.	Kala Dharohar – series of programmes for schoolchildren to support the National Education Policy (NEP)
40.	Kala Srijan – a series of workshop on Playwriting



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